

Clearwood Community Association  
Regular Meeting of the Board of Directors  
**September 21, 2024 at 9:00 am** via Zoom  
21603 N. Clear Lake Blvd SE, Yelm, WA 98597

**AGENDA**

- 1. Meeting Called to Order –**
- 2. Welcome and Opening Comments –**
- 3. Roll Call**
  - Directors:** Richard Houghton, President (RH); Walter White, Vice President (WW); Tim Kramer, Treasurer (TK); Phillip Holzinger, Director (PH); Kelly Burningham, Director (KB); Christian Gates, Director (CG); Alexa Burns, Secretary (AB)
  - Staff:** Racheal Paige, General Manager (RP); Jennifer Spidle, Accounting Manager (JS); Mitch Waterman, Owner’s Representative (MW)
  - Guests:**
- 4. Introductions –**
- 5. Approval of Agenda –**
- 6. Member Questions and Comments on Agenda Items –**
- 7. Approval of Consent Agenda –**
  - a. Minutes of August 24, 2024, Regular Board Meeting
  - b. Minutes of August 19, 2024, Finance Committee Meeting
  - c. Minutes of August 12, 2024, Member Activities Committee Meeting
  - d. Minutes of August 26, 2024, Member Activities Committee Meeting
  - e. ACC log as of September 11, 2024
  - f. Seating Carly Marshall on the Member Activities Committee
- 8. General Manager’s Report –**
- 9. Owner’s Representative Report –**
- 10. Accounting Manager’s Report –**
- 11. Board Business:**
  - a. Financial Reports –
    - i. 2024 0831 Internal Financial Statement for August
    - ii. 2024 0831 Reserve Reconciliation for August
  - a. Adoption of the 2025 Consolidated Budget to be presented to the membership for ratification –
  - b. Approval of Resolutions to be voted on by the membership
    - i. Audit Resolution –
    - ii. 2023 Minutes Resolution –
  - c. Interest Charge for 2025 Payment Plans –
  - d. Approval of Voter Pamphlet –
  - e. Discussion of Parking Resolution
  - f. Scheduling Board Member Training -
  - g. Scheduling Resolutions and Candidates Town Hall –
  - h. Communication to Residents –
  - i. Committee Reports
    - i. MAC – RH –
    - ii. ACC –KB –
    - iii. Finance – TK –
    - iv. Violations – KB –
- 12. Member Open Forum –**
- 13. Executive Session –**
- 14. Resume General Session –**
- 15. Motions Resulting from Executive Session –**
- 16. Adjourn –**

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## **AGENDA**

### **Next Regular Board Meeting:**

October 26, 2024, at 9:00 am via Zoom.

### **Future Agenda Items:**

1. Draft of Video Surveillance Policy
2. November Agenda: Investment strategies